

## CITY COUNCIL CONFERENCE MINUTES

September 22, 2009

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in the Municipal Building Conference Room at 5:30 p.m. on the 22nd day of September, 2009, and notice and agenda of the meeting were posted in the Municipal Building at 201 West Gray and the Norman Public Library at 225 North Webster 48 hours prior to the beginning of the meeting.

**PRESENT:**

Councilmembers Atkins, Butler,  
Cubberley, Dillingham, Griffith,  
Kovach, Quinn, Mayor Rosenthal

**ABSENT:**

Councilmember Ezzell

**DISCUSSION REGARDING CHANGE ORDER NO. ONE TO CONTRACT NO. K-0809-106 WITH JORDAN CONTRACTORS, INC., INCREASING THE CONTRACT AMOUNT BY \$56,116 FOR THE LIFT STATION D FORCE MAIN REPLACEMENT PROJECT.**

The Norman Utilities Authority approved Contract No. K-0708-72 on October 9, 2007, with Professional Engineering Consultants, P.A., to design the above-described project and on March 26, 2009, the bid was awarded to Jordan Contractor's, Inc., in the amount of \$373,071. Mr. Mark Daniels, Utilities Engineer, said the Lift Station D Force Main Project consists of upsizing 3,400 linear feet of existing 16 inch force main to 20 inches in diameter to alleviate numerous line breaks and reduce pumping head at a rehabilitated Lift Station D. He said the project was bid with two options, i.e., directional drilling and boring with encasement, but it was later determined that directional drilling was not feasible. Change Order No. One will allow for boring with steel encasement under the roadways in the amount of \$38,000, adds four items of new work in the amount of \$22,096, and reconciles as-bid quantities to as-built final quantities for an overall increase of \$56,116. The new items of work include the installation of a concrete slab over the force main within the drainage channel; repairing three subdivision entrance roads with steel reinforced concrete in lieu of asphalt or boring; purchasing two tapping sleeves to determine the condition of the existing 16-inch force main prior to connection; and demolishing two air release vaults on the old force main. The work is now complete and the Change Order No. One will be considered on Council's agenda later this evening.

**Items submitted for the record**

1. Memorandum dated September 8, 2009, from mark Daniels, Utilities Engineer, to Norman Utilities Authority
2. Change Order No. One to K-0809-106

**PRESENTATION FROM SHARI KINNEY, CLEVELAND COUNTY HEALTH DEPARTMENT ADMINISTRATOR, REGARDING THE H1N1 PLAN FOR CLEVELAND COUNTY.**

Mr. Steve Lewis, City Manager, introduced Ms. Shari Kinney, Director of the Cleveland and McClain County Health Departments, who provided a broad overview of what the Health Department is doing for the H1N1 influenza virus. He said the World Health Commission began talking about a H1N1 pandemic back in the Spring and had placed restrictions on travel. He said interest had fallen over the summer; however, the approaching fall season has brought the discussions back to the forefront and the need to implement a H1N1 Plan.

Ms. Kinney said the flu season this year will be different than expected or experienced in the past and the information changes daily so the public will be updated as changes occur. She presented an overview of the virus and what actions are being taken to protect the public. She said the Center for Disease Control (CDC) and the Oklahoma State Department of Health (OSDH) said in the week of September 6 through 12, 2009, 679 new cases of H1N1 were reported in the United States and in Oklahoma there have been enough reported cases that the level is classified at "widespread," meaning that virtually all counties have seen increases in number of cases of the virus even though flu season has not officially started. She said 103 specimens statewide have been tested, but felt they were a small portion of the actual cases. Ms. Kinney said 99% of all influenza tests are positive for H1N1. She highlighted prevention methods for H1N1 as follows:

- Persons with a temperature over 100 degrees with a cough or sore throat should stay home
- Stay home until fever is gone for 24 hours without taking fever reducing medicine
- Wash hands frequently
- Cough in a tissue or your sleeve instead of your hand
- Clean contaminated surfaces frequently

Ms. Kinney said most of the time people do not need to visit their physician if the symptoms are typical flu like symptoms unless they have the following additional symptoms:

- Fast breathing or trouble breathing
- Bluish or gray skin color
- Not drinking enough fluids (especially children)
- Not urinating
- Severe or persistent vomiting
- Pain or pressure in chest or abdomen
- Dizziness or confusion

Ms. Kinney encouraged families and businesses to develop an emergency plan and felt it is extremely important for those individuals with little or no sick leave as well as businesses who may lose a large portion of their work force due to the illness. She said the Health Department has visited with many businesses, schools, daycare centers, etc., regarding an emergency plan.

Ms. Kinney said the vaccine will not be available until October or later and will be released in limited quantities and therefore primary risk groups will be the first to receive the vaccinations. She said the vaccine is going through the same safety testing as seasonal flu vaccine; however, some people do have reactions to flu vaccines and those individuals should not take the H1N1 vaccine. She said the vaccine is also available as a nasal mist.

Ms. Kinney said the priority groups identified to receive the vaccine first are as follows:

- Pregnant women
- Persons who live with or provide care to infants less than six months old
- Health care and emergency medical services personnel who have direct contact with patients
- Children six months to four years old
- Children five to eighteen years old with underlying medical conditions

Ms. Kinney said the OSDH and the Cleveland County Health Department (CCHD) will distribute vaccine to priority groups and providers who provide services to priority groups. The OSDH and CCHD are determining the number of doses needed to cover high risk groups.

Mayor Rosenthal asked how many doses are coming to Oklahoma and Ms. Kinney said approximately 50,000 doses in the first shipment in October, which will go to the high risk groups; however, that same amount of vaccine is proposed to be shipped weekly and will be released to the general public once all high risk group have been addressed. She said it was originally thought that two shots would be needed for everyone but that has changed to one shot for adults and children may need two shots to have the highest immunity possible.

Ms. Kinney said the CCHD has provided the Chamber of Commerce an influenza preparedness checklist to distribute to businesses and more information is available at the following websites: [www.h1n1.health.ok.gov](http://www.h1n1.health.ok.gov) and [www.flu.gov](http://www.flu.gov).

Mayor Rosenthal asked if the CCHD has talked with the University of Oklahoma (OU) and Ms. Kinney replied that OU has signed up to be a provider and many college students have reportedly been ill. Mr. Kovach asked if the CCHD is recommending the seasonal flu shot and the H1N1 shot and Ms. Kinney said yes. Councilmember Butler asked who established the priority groups and Ms. Kinney said they were identified by the CDC by looking at those persons who have been hospitalized with the virus and/or have died as a result of the virus. Councilmember Quinn asked if individuals that have had the flu prior the vaccinations need to have the shot and Ms. Kinney said they are recommending that persons do get the H1N1 vaccine even if you think you might have already had the virus. Councilmember Kovach asked the City Manager if the City has reviewed the regulations for water cut-offs if the flu becomes widespread and Mr. Anthony Francisco, Finance Director, said staff has not thought specifically about changing the water cut-offs policy and assured him notices are given several weeks in advance of actually cutting off a customer's water.

Mayor Rosenthal asked the City Manager to discuss the City's preparedness plan. Mr. Lewis said the City has been focusing on maintaining operations in case of a major outbreak in the community. He said in a worst case scenario the City may have to shorten their service hours or even close the facility. He said they are also looking at the City's vendors and supply chain in terms of what they are doing to prepare for this as well and how the City can be a clearinghouse for information to employees, vendors, subcontractors, and the general public in terms of education. He said the City has been focusing on employee hygiene, cleaning and maintenance of the facilities, encouraging employees to get their flu shots, and working with employees on the importance of staying home when they are ill. He said many employees have special licenses to operate machinery and staff is concentrating on how to fill those positions if necessary. He said there could be cost implications including overtime costs and employees working outside their classifications. Councilmember Cubberley suggested utilizing Channel 20 as a public information and education campaign and Ms. Kinney said the CCHD also has health information videos that could be provided to the City to place on Channel 20.

Items submitted for the record

1. PowerPoint presentation entitled, "Cleveland County 2009 Novel Influenza H1N1" dated September 22, 2009, Cleveland County Health Department
2. Information on Steps Businesses Can Take Now for Current Flu Conditions
3. Faith-Based and Community Organizations Pandemic Influenza Preparedness Checklist

Councilmember watched a video prepared by the Kansas Department of Transportation (KDOT) regarding roundabouts in the interim prior to the regular meeting. KDOT has led the nation in the design and development of the construction of roundabouts and developed this video to address concerns of fears people have regarding the safety or navigation of roundabouts.

The meeting adjourned at 6:05 p.m.

ATTEST:

---

City Clerk

---

Mayor